

# Business Unit West Quality Coordinator

**Reports to**

Business Unit West Operations & Quality Director

**Job overview**

As a part of this role, the BU Quality Coordinator will support to define, develop and implement standardization processes that support business goals and objectives. He will assist the organization with prioritizing activities and focusing on continuous improvement of our tools and processes. It will be someone who is accustomed at working within an evolving company and at the same time, helps us maintaining key processes and functions. Furthermore he will support the Operations & Quality Director to develop Operational Excellence.

**Your profile**

Bufab is a professional, non-hierarchical and innovative company with a distinct entrepreneurial profile, dedicated business focus and a strongly decentralized overall responsibility for results. We believe that you should have similar previous experience and appreciate working in an organizational culture of this kind to become successful in your role. We are looking for a person who wants to be part of our continued growth journey, and who, by perseverance and committed leadership, will be able to develop our business systems within the entire Group.  
  
**Responsibilities and duties**

* Projects:
  + Support deployment of Global quality projects (acting as project leader for the BU)
* Supplier quality:
  + Develop BU Supplier Quality competencies and team
  + SQE`s team animation
  + Support of decision making process concerning new suppliers for BU West.
* Continuous Improvement & Knowledge Mgt:
  + Animate the “Quality Circles”:
  + Co-animate in the other key-user Circles.
  + Implement new (Bufab Best Practices) processes
  + Collect improvements and drive these in the process teams
  + Define training & train the quality team when needed
  + Develop the knowledge Mgt in Quality
* Internal audits & certification:
  + Drive with the BU Process owners the internal audits of the BU west
  + Support the operational team for the Center of Excelence’s internal audits
* Support the BU West Operations & Quality Director
* Support the BU West local Quality teams in Global customer audits or claims

**Hard competencies**

* Good knowledge of an ERP (i.e. Jeeves)
* Excellent knowledge of Master data tool (i.e. ADS) and Supplier Mgt Module (i.e SMM)
* Advanced knowledge in managing a QMS
* Good Commercial Awareness & have customer centric mindset
* Certified auditor (ISO 9001 mandatory, IATF & other appreciated)
* Expertise in Quality & Continuous improvement tools (i.e. 8D, FMEA, APQP, PPAP, etc.), Sigma Belt would be a plus
* Advanced skills in English
* Other languages appreciated (German, Dutch, Spanish, French, …)

**Soft skills**

* Excellent in taking ownership
* Autonomous
* Excellent Teamplayer
* Continuous improvement mindset
* Advanced in decision making
* Advanced in communication
* Good Leadership
* Trustworthy and aligned with the ethics of the business
* Excellent problem solver
* Advanced Organisation skills
* Results orientated & Pragmatical
* Open minded towards new responsibilities and duties

Location : Lyon (France), Frankfurt (Germany), or Eindhoven (Netherlands)

**About Bufab**  
Today, the Bufab group has over 1,750 employees and 50 wholly owned subsidiaries in 28 countries.   
Our employees are what makes our success. We offer freedom, responsibility and development opportunities   
in one international environment and in a company characterized by entrepreneurs. At the same time, we   
maintain a lot ofthe company's family feeling that we have had with us since we were founded in 1977.   
Read more about us at www.bufab.com.